



# Institute of Actuaries of India

Statutory body established under an Act of Parliament

Unit No. F-206, 2nd Floor, F Wing, Tower II, Seawoods Grand Central,  
Plot no R-1, Sector 40, Nerul Road, Navi Mumbai - 400706  
+91 22 6243 3333 +91 22 6243 3322

**11 November 2020**

## **Appointment of IT-Executive**

IAI, a statutory body established under [The Actuaries Act 2006](#) (35 of 2006) for regulation of profession of Actuaries in India, is inviting applications for the post of “IT-Executive”.

<b>Name of the Post</b>	IT-Executive
<b>No. of Post</b>	One
<b>Age (as on 1<sup>st</sup> October 2020)</b>	Age between 25-35
<b>Qualifications</b>	MCA/BCA, MSc/BSc IT, B.Tech/ B.E - Computers
<b>Experience</b>	3 to 4 years in PHP development ( Drupal Optional)
<b>Emoluments and Benefits</b>	Negotiable. Please indicate emoluments last drawn and expected.
<b>What is expected?</b>	<ol style="list-style-type: none"><li>1) Deep expertise and hands on experience with Web Applications and programming languages such as PHP, MySQL, HTML5, CSS3, Bootstrap, JavaScript, JQuery, and REST APIs.</li><li>2) Knowledge of object-oriented PHP programming, Understanding accessibility and security compliance.</li><li>3) Understanding the architecture and design of websites. Working knowledge of Linux Platforms.</li><li>4) User authentication and authorization between multiple systems, servers, and environments, Integration of multiple data sources and databases into one system.</li><li>5) Lead the entire web application development life cycle right from concept stage to delivery and post launch support and convey effectively with all task progress, evaluations and suggestions.</li><li>6) Hands-on experience with Relational Databases, Database Design, Database Normalization, Database Optimization. Need to have in-depth knowledge of mySQL.</li><li>7) Creation of database objects including complex Stored Procedures, triggers, cursors, tables, and views and other SQL joins.</li><li>8) Proficient in Integration and Deployment of source code on live environment. Able to work independently on the project from the start till completion.</li><li>9) Very good debugging skills to solve complex problems without assistance.</li><li>10) Participate in software requirement meetings and analyze user needs to determine technical</li></ol>



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	<p>requirements. Understand product/business requirements to define system specifications.</p> <ol style="list-style-type: none"> <li>11) Coordinate with co-developers and keeps reporting manager well informed of the status of development effort and serves as liaison between development staff and reporting manager.</li> <li>12) Assist with solving technical problems when they arise</li> <li>13) Reviewing current systems. Analyze code to find causes of errors and revise programs as needed.</li> <li>14) Maintaining existing codebase, to include troubleshooting bugs and adding new features.</li> <li>15) Testing the product in controlled, real situations before going live.</li> <li>16) Excellent communication, analytical and interpersonal skills.</li> <li>17) Ability to lead a project and grasp domain knowledge.</li> </ol>
<p><b>Preferred Knowledge and Skill Requirement</b></p>	<ol style="list-style-type: none"> <li>1) PHP, MySQL, HTML5, CSS3, JavaScript, Bootstrap, JQuery, AJAX</li> <li>2) Thorough understanding of Object Oriented Design (OOAD) and Programming (OOP) concepts,</li> <li>3) Design Patterns and their application in software development.</li> <li>4) MySQL</li> <li>5) REST/JSON/SOAP/ XML-RPC</li> <li>6) Should be well versed in PHP &amp; MySQL.</li> <li>7) Strong knowledge of PHP, Laravel/Codelgniter, My SQL Queries, JavaScript, jQuery, Writing APIs and connect with the Frontend Frameworks.</li> <li>8) Working knowledge of Linux Platforms</li> <li>9) Leading Team and working as a Team Member</li> <li>10) Experience of working in the complete Software development life cycle involving development, documentation, testing and maintenance.</li> <li>11) Experience on Android development will be an added advantage</li> </ol>
<p><b>Term</b></p>	<p>Appointment is on a full-time basis</p>
<p><b>Selection Procedure</b></p>	<p>The candidate will be shortlisted based on knowledge, skill and other criteria. The selection procedure of shortlisted candidate shall be;</p> <ul style="list-style-type: none"> <li>● Written test/ Computer test</li> <li>● Personal interview</li> </ul> <p>Candidates who clear the written test, will be called for personal interview</p> <p>Selection will be based on the performance in the written test/ computer test and personal interview.</p>



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## How to apply

Kindly apply through online using the link given below;

[http://www.actuariesindia.org/Frm\\_JobRegistration.aspx](http://www.actuariesindia.org/Frm_JobRegistration.aspx)

Last date of submission of application is 30<sup>th</sup> November, 2020.